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Approved For Release 2004/08/30 : CIA-RDP81M00980R003000100042-2

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ADMINISTRATIVE

Approved For Release 2004/08/30 : CIA-RDP81M00980R003000100042-2

OLC #78-5250

NFAC #4061/78

19 September 1978

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MEMORANDUM FOR: [REDACTED]
Chief, Congressional Support Staff, NFAC

FROM : Associate Coordinator for Academic Relations
and External Analytical Support, NFAC

SUBJECT : Follow-up Questions from HPSCI on CIA's
Relationship with Academia

The following is provided in response to requests made by
Loch Johnson on 7 September 1978:

1. The Senior Review Panel presently consists of only one member,
[REDACTED] The second member, [REDACTED]
is expected on board in early October. A third member is expected to be
appointed in the next several months, but no specific name has been
mentioned. The person is likely to have either a strong economic or
scientific background. Biographic profiles are attached [REDACTED]

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2. The relationship with US students is one of a potential employer.
Our practices on campus are similar to those of other government and
private industry recruiters and take into account all school regulations.
We maintain an overt and well advertised presence when recruiting for NFAC.
Recruitment practices of the DDO can be obtained from [REDACTED] Deputy
Chief, Policy and Coordination Staff, on extension [REDACTED]

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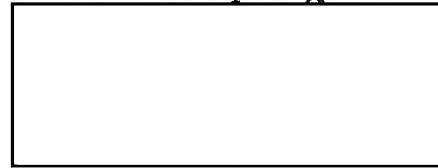
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3. "Appropriate official" is defined in [redacted] subsection e, as "a person who supervises the staff or faculty members and is in a responsible management position at the institution." This person might be, for example, the Dean of Faculty or Provost depending on the institutional makeup of the college or university.

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Attachments: 2
As stated

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ADMINISTRATIVE - [redacted]

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NFAC #4061/78

SUBJECT: Follow-up Questions from HPSCI on CIA's Relationship with
Academia

Distribution:

- Orig - Addressee (w/atts)
- 2 - NFAC/CAR (w/atts)
- 1 - NFAC Registry (w/o atts)

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NFAC/ACAR/[REDACTED]/js (19 September 1978)

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Washington, 1950-65; pres. staff mem., Senate Finance Com., 1955-65, commttee, U.S. Intercol. Trade Commn. (formerly Tariff Committee), 1958-65; Mem., Phi Beta Kappa, Omicron Delta Kappa Degree of Honor, 4101 Massachusetts Ave NW, Washington DC 20435
Residence: Oneida 721 E St NW Washington DC 20435

LEON GUERRERO, ROBERT EDWARD, territorial ofc., Guam; b. Agana, Guam, Nov. 7, 1930; s. Joe S. and Vicenta S.A., B.S. Regis Coll., Denver, 1933; M. in Social Work, Purchard State U., 1941; m. Rosario A. Matasew, 1934; children—Robert, Glenn, Vincent, Dennis, Carl, Walter, Gordon. Director dep't pub. health and social services, Territory of Guam, Agana, 1963-69, dep dir., dept. corrections, 1959-70, administrator, dir., juvenile justice, 1972-76, administrator, dep. ets, 1976-; co-founder Guam Foster Parents Assn.; delegate, 1st Constitutional Conv., Guam. Recipient Citation for Outstanding Pub. Service, Exec. office of Pres. Mem. Natl. Assn. Social Workers, Mariana Security Assn., Juvenile Ct. Judges' Assn., 1960. Democrat. Roman Catholic. Home: PO Box 551 Agana GU-96910 Office: PO Box CT Agana GU-98910

LEONHARDT, WILLIAM; Isg. sec. of cl. State Dept.; b. Pittsburgh, W.Va., Aug. 1, 1919; s. Harry Kempton and Rae Corinne (Kahn) L., 9-A, W.Va. U., 1939; M.A., Princeton, 1941, Ph.D., 1943; m. Florence Sloss, Sept. 20, 1944; children—Deborah Anne, Victoria, Andrea Eleanore, offices, Buenos Aires, Argentina, 1943-46; econ. and polit. officer, Belgrade, Yugoslavia, 1946-49; polit. officer, Rome, 1949-50; Saigon, Vietnam, Phnom Penh, Cambodia, Vientiane, Laos, 1950-51; Tokyo, Japan, 1952-55; mem. Policy Planning Staff, Washington, 1955-57, also asst. in 1956; alt. rep. to Nat. Security Council Planning Bd., 1956-57; detailed Imperial Def. Coll., London, 1958; consul gen., 1958; dep. chief mission, Tokyo, 1959-62, with personal rank minister, 1959-62; ambassador to Tanganyika, 1962-64; Tanzania, 1964-65; detailed to White House, 1965, spl. ass't to Pres., 1965-68, spl. asst. to Pres.-elect's Exec. Policy Rep., 1968-69; ambassador to Yugoslavia, Belgrade, 1969-71; dep. comdt. internal agtis, Nat. War Coll., Washington, 1971-73; v.p. Natl. Def. U., 1973-77. Served with AUS, 1943. Recipient Superior Honor award, State Dept., 1956; Sec. of Def. Meritorious Civilian Service award, 1957; Distinguished Service award, Indep. Coll. of Armed Forces, 1973. Office: Natl. Def. U. Ft. Lesley J. McNair, Washington DC 20319.

LEOPOLD, LOUIS, asst NASA; b. Boston, Mar. 8, 1918; s. Nathan and Mary (Mayers) L.; B.S., U. Mich., 1941; B.S.E.E., Ill. Inst. Tech., 1955; postgrad., Harvard U., Mass. Inst. Tech., 1957-62; U. Chicago, 1959-61; m. Wilma Erika Miron, Dec. 27, 1947; children—Robert Louis, Lawrence Scott, Elec. engr., Kaiser-Frazer Corp., Willow Run, Mich., 1947-49; electronics devel. engr., Magnecon, Inc., Chicago, 1952-53; group leader Motorola, Inc., Chicago, 1953-59; electronic research engr., NASA Langley Field, Va., 1959-60, engg. for project Mercury at McDonnell Aircraft Corp., St. Louis, 1960-61; mgr., NASA office, Dalmo Victor Co., Belmont, Calif., 1963-69; experiments mgr., NASA Apollo Lunar Orbital Missions, 1969-73; radar antenna and microwave study space solar power satellites and space base sta., Johnson Space Center, Houston, 1973—. Served as capt., USAFA, 1942-46. Mem., IEEE, AAAS, Ill. Acad. Sci., Am. Inst. Aeronautics and Astronautics, U. Mich. Alumni Assn., International Pierson Avon Assn. Homer 7751 El Rancho Houston TX 77037 Office Johnson Spacecraft Center NASA Houston TX 77058

LEOPOLD, M. RICHARD, city clcl. Brownsville (Tex); b. Cleve Dec. 15, 1930; s. Raymond Lepas and Edith Leopold (Lepas) Spke S.A., Miami U., Oxford, Ohio, 1952; M.P.H., U. Tex., 1974; child-brd.-Jeffrey P. Pres. chem. rsg. co., 1954-73; dir. pub. health Ctr., Brownsville, 1974; mem. faculty Tex. Southern Coll.; pres. Tex. Environ. Health Assn., 1976; set up multiphasic health screening clinic for drug abuse and geriatric treatment Tex. Research Inst. Mental Scis., Houston Med. Center, 1973. Recipient various service awards. Mem. Am., Tex. pub. health assns., Emergency Med. Technicians Assn., Valley Zool. Soc., Brownsville Hist. Soc. (pres., '72-'73). Am. Heart Assn. (chpt. pres., 1976). Democrat. Jewish Club. Myrna Horner, 401 Boca Chica Brownsville TX 78320 Office: City Hall Brownsville TX 78320.

LEOPOLD, REUVEN, marine eng., govt. ofcl.; b. Arad, Romania, Mar. 1, 1933; s. Edward and Blazko (Abraham) L.; came to U.S. 1939, educated; 1953; B.S., Mass Inst Tech., 1951, M.Sc., 1963, Ph.D., 1967; M.B.A., George Washington Univ., 1977; m. Dora Rejman, Jan. 12, 1962; children: Brigitte, Edward. Ass't research scientist, Massachusetts, Inc., Rockville, Md., 1961-62; research eng., Mass Inst Tech., Cambridge, 1962-65; lecturer, 1972-77; mem. staff Arthur D. Little Co., Cambridge, Mass., 1965-66; asst. to tech. dir., Fast Deployment Logistic Ship Project Litton Industries, Culver City, Calif., 1967-68; head of computer-aided ship design sect., 1971, eng'g. Div., Dept. of Defense, 1969-71; asso. dir. of ship eng'g. and design, 1969-71; H-2 Dept., 1969-71; asso. dir. of ship eng'g. and design, 1971-72; asst. to director, and analysis, 1972-73; tech. dir., Ship Design Div., Naval Eng'g. Center, Washington, 1971-74; lect., Naval Eng'g. Sch., 1974; asso. mem. Defense Sci. Bd. of Defense Eng'g. Comm., 9th Symposium on Naval Hydrodynamics, Paris, France, 1973; mem. study group Atlantic Council; design leader, ANGUS Class Destroyers. Mem. vis. com., Mass. Inst. Tech., 1972-73. Mem. Am. Soc. Naval Engrs., Jimmy Hamilton Soc. of Naval Architects and Marine Engrs., Naval Inst. Scientists and Engrs., Am. Defense Preparedness Assoc. Contributed articles in ship design to prof. public; editor and author, "Design of the Ship," Simon & Schuster, 1978.

LEPPERT, CHARLES, JR., exec. offce of the Pres., Johnston, Pa., Oct. 31, 1941; s. Charles and Frances Christina (Grillo) Lipari; B.A., U. Ps., 1943, LL.B., U. Richmond, 1961; in Karen Ann Rose, Aug. 6, 1969; children—Ann Henry Lipari and Charles Augustine Lipari. Admitted to Va. bar, (minority counsel) on Internist and Insurer Affairs Hq. of Reps., Washington, ps., ass't for legis. affairs Fed. Offce of Pres., 1973-76, dep. asst. for legis. affairs, 1976—Merri Am. Fed. bar assoc.; Va. Trial Lawyers Assn. Home 6901 Baylor Dr. Alexandria VA 22307 Office Exec. Offce of the President, White House Office 1600 Pennsylvania Ave NW Washington DC 20500

LEPO, CARROLL HAROLD, of: York County (Pa.) 14-2; b. Dunc-
on, Pa., Jan. 7, 1927; s. Nathan Webster and Ada Estelle (Maud) L.; R.A.
State U., 1949; m. June Louise Stumbaugh, June 2, 1959;
children - William C., Nancy L. Stock binder, York, 1956-63; chief
clerk, York County Bd. Commrs., 1956-63; main York County Bd.
Commrs., 1971-. Served with USNR, 1944-45. Lutheran (pro-
testant). Home: 251 Lybman Dr. N, York PA 17102 Office: 23 E
Market St, York PA 17101

LERNER, LOUIS ABRAHAM, ambassador to Norway, b. Chgo., June 12, 1935; s. Leo Alfred and Diana (Duskin) L.; student, Chgo. 1951-53; Scandinavian seminar, Copenhagen, 1953-57; B.A., Roosevelt U., 1950; m. Susan Winchester, July 22, 1957; children—Lucy Aba, Jane Chelsea. Reporter, North Town News, children—Lucy Aba, Jane Chelsea. Reporter, North Town News, Chgo., 1954-55; exec. Accredited Home Newspapers of Am., Chgo. and Copenhagen, 1955-59; exec. Lerner Home Newspapers of Chgo., 1959-63, pub. 1959—, dir. Myer Pub. Co., Lincoln-Belmont Pub. Co.; pres. Lerner Suburban Communications; commd. fja. service officer Dept. State, 1977; ambassador to Norway, 1977—. Mem. Natl. Commn. on Libraries and Info. Sci., 1971—; mem. Ill. State Library Adv. Bd.; chair, Chgo. Pub. Library Centennial; bd. dir. Lyric Opera Guild, Chgo.; Better Bus. Bus., Suburban Newspapers Research Center, Suburban Newspapers Am., Chgo. Pub. Library. Recipient Pub. Service award Accredited Home Newspapers Am., 1969. Mem. Am. Acad. Poet. and Social Sci. Ill. Library Assn., ALA, Newspaper Soc. London, Chgo., Miss. Contemporary Art, Sigma Delta Chi. Dorothea House, #42 W. Wellington St Chicago IL 60657. b. Oct. US Embassy Oslo Norway

LEROUX, PETER WALLACE, mem. Senate staff b. Grand Rapids, Minn., Apr. 6, 1919; s. Peter J. and Philomena (Theriot) LeRoux, M. A., U. Minn., 1941. J.D., 1948; m. Eleanor M. Murphy; children—Diane, Jean, 1945; Jim, 1948. Admitted to Minn. bar, 1948; mem. Office of Legis. Counsel, U.S. Senate, Washington, 1948—; sr. counsel, 1956—; asst. prof. Central Mich. U. Inst. for Personal and Career Dev'l, 1955—. Served with USNRA 1942-46. Minn. Bar Found. fellow, 1947. Mem. Minn. Bar. Roman Catholic. Club: K. C. Home: 1917 Posthouse St; Falls Church VA 22043 Office: 6123 Senate Office Bldg, Washington DC 20510

LE SAGE, PAUL JOSEPH, M.D. USPHS; b. N.Y.C., Oct. 12, 1911; s. Charles O. and Mary Louise (Bedard) Le S.; B.S. in Pharmacy, Mass Coll. Pharmacy, 1934; Fr. Priscilla Genevieve Grande, June 26, 1934; children—Russell P., Michele E., Brian P., Paulette E., Denise E., Celeste E., Jacqueline E. Conam, officer USPHS, 1933-41, 1937-44 assigned pharmacy dept. USPHS hosp. in U.S., 1934-64; chief pharmacy dept. USPHS Hosp., Butte, 1965-69, San Francisco, 1970—Mem. Md. (rec'd 1957-68, W. Arthur Purdon award 1971); No. Calif. (rec'd 1973) exec. hosp. pharmacists, Kappa Psi; K.C. Hoiter: 2205 Marin Lane Petaluma CA 94912 Office: USPHS Hosp. 15th and Lake St. San Francisco CA 94113

LEESNE, EDWARD HUGENIN, ofd TVA; b. Charleston, S.C., Oct. 4, 1920; d. Daniel Somers and Emma Rose (Huguenin) L. C. Clemons Co., 1911; 2nd-2d Fec. Inst., 1972; m. Sarah Frances Brodie, Apr. 12, 1942; children—Edward Huguenin, Sarah M. (Mrs. John M. Craddock), Elizabeth H. (Mrs. Kenneth J. Boniface), Robert H. with TVA, Knoxville, 1941—, asst. to dir. water control planning, 1953-62, 1962-63, dist. dir. water control planning, 1963-68, dist. dir. water control planning, 1968-73, dir. 1973-75, dir. water regent, 1973—. Mem. com. on water resources research U.S. Office Nat. and Tech., mem. U.S. com. Internat. Hydrological Decade, 1958-70; mem. U.S. Com. on Large Dams, U.S. Nat. Com. on Sci. Hydrology; mem. adv. com. Water Resources Research Inst., L. Tamm, U. N. C.; participant Internat. Inst. Applied Systems Analysis Seminar, Baden, Austria, 1974. Scriv. to capt. AUS, 1942-45, 1945 Res. test. Registered prof. eng'g, N.Y.C. Fellow Am. Soc. C.E.; mem. Internat. Water Resources Assn., Tau Beta Pi, Sigma XI, Chi Epsilon, Phi Beta Kappa (fello); Honors: 3817 Marilyn Dr. Knoxville TN 37911; Office: 433 Evans Building Union Ave Knoxville TN 37902.

LESHER, JOHN MILLER, city mgr., Sheridan (Oreg.); b. Manhattan, Kans., Jan. 16, 1923; a. Willis Lloyd and Pearce Elmer (Miller) L.; 5-5, 165 lbs. Bus. Adminstration, U. Idaho, 1954; m. Charlotte Herdyline Lewis, Dec. 24, 1957; children—Marc John, Laura Jeanne. Ass't. city mgr., Burley, Idaho, 1953-61; city svpt., Ontario, Oreg., 1961-64; city administrator, Dorez, Calif., 1965-68; city mgr., Coquille, Oreg., 1969-70; deg. dir., Sonoma County Essan. Distr., Santa Rosa, Calif., 1970-71; city manager, Galt, Calif., 1971-73; city mgr., Silverton, Oreg., 1973-76. Sheridan, 1976—Served with A.V.S.C. 1951-53; Korea. Mem. Internat. City Mgmt. Assn., Am. Bus. Workers Assn. Epsilon-Upsilon Club; Rotary, Mason, Author studies. Home: 148 SW 11th n. on St. Francis Dr. 97378 Office: 133 NW Yamhill St. Phone: 211-1118.

Figures, 1911-1977,
1920, s. Edward S.
1941, M.S., U. of
Michigan—Sharon, C.
U., 1955-59, head of
Library in Good Year
tech info service for
S. Illinois Nat'l Li-
brary, Peoria, Ill.
Md., 1959-72; and
1972-75, registrar, &
Assn. Museums. Av-
ailable to publ. jour-
nal Office, Registrars

LESTER, JAMES L.
12, 1932, c. William
Cato, 1952, J.D.,
1953, children—Jas-
since practiced in Au-
thum, Banking, Fin-
Ave. Cancer Soc., 19-
1956-70. Served with
Service award Aug-
ust 1 Mental Health
award Richmond Co.
Augusta Kiwanis (to
GA 30-09 Officer 9

LETHBRIDGE, h. Ft. Why
Congress; Mary Alice (Faulds)
Wis., 1935-8; Am.
21, 1947; children;
Penitrick, Christopher
(Wis.) Pub. Library,
Washington, 1942;
1943-59; sgn. advisor
English Lang. Soc.,
Washington, 1957-6;
researcher City Tax
dir. ABC, 1965. Com.
mem. Com. of 100
bd. dirs., 1976. Com.
Preservation Council
Govt. Communications
Co-compiler Writing
news editor, Am. A.
4665 Drummond
Courses, Washington

LEVONSON, SEY
N.Y., Nov. 12, 19
Greensoop. Acco
France, 1945-47; as
1947, disbursing of
accountant, Athens
Washington, 1952
1954-55, administr
insp. Eng. Ser., W
Consular Admin.,
1965-66, dep. chie
administrator, Caracas
1970-76, dir. negot
1976-—, Faculty M
1982-45, Head of Fac
1982-45, Head of Fac

LEVENTHAL, CARL
& Ida & Anna L.
M.D., U. Rochester,
children—George Le.
Leventhal, then east resi-
dent, then 1951-64; commed. off.
neuropathologist. MetLife
HEW, Bethesda, Md.
1955-63, asst. to dep
1973-74; dep, dir. dep
Avst. clin. prof. neu-
Decorated Command
medal, 1973. Fellow
Neuropathologists. Am
Anesthesiol. Res. Counc.

LEVENTHAL, MAR
Joseph and Son (W
L.L.B. Stoppard and
Sept. 18, 1942; id
Dec. 1936, D.C. bar, I
C.U.S., Washington
and Office Secretary C
div. Interior Dept., I
and Justice Jackson
officer task force in

NFAC NOTICE

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11 September 1978

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RESPONSIBILITIES OF THE COORDINATOR FOR
ACADEMIC RELATIONS AND EXTERNAL ANALYTICAL SUPPORT

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Recission: [redacted] 17 June 1974

The Coordinator for Academic Relations and External Analytical Support and the Associate Coordinator are charged with stimulating and facilitating professional contacts between NFAC and the US academic and private research communities. They act as the principal representatives of the Director, NFAC, for liaison with academic institutions, research centers, and individual scholars. They have general responsibility for coordinating consultations between NFAC personnel and outside scholars and for advising on external research undertakings with academics or academic institutions. The academic relations staff maintains information about these activities, provides advice to NFAC personnel who may wish to contact outside scholars or research centers, assists in arranging for external analytical support, and coordinates these activities, when necessary, among NFAC components.

As CIA representative on the Interagency Committee on Foreign Affairs Research, the Academic Coordinator reviews all contract proposals for external foreign affairs research as defined in Section B. The academic relations staff will act as the secretariat for the NFAC Senior Review Panel, and coordinate the Scholar-in-Residence and similar programs. The Coordinator chairs the NFAC Academic Relations and External Analytic Support Committee, with representatives of NFAC offices and staffs, in order to maintain effective communications in these and related areas.

These guidelines supersede previous DDI and NFAC procedures and policies and supplement appropriate Headquarters regulations.

A. CONSULTANTS

1. The Coordinator for Academic Relations is responsible for assuring that all NFAC consultants are dealt with in conformance with [redacted] and other directives, for coordinating consulting arrangements, and for maintaining central records on all NFAC consultants.

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2. The academic relations staff and the NFAC Administrative Staff provide support to National Intelligence Officers in establishing and maintaining consulting arrangements. NFAC offices and staffs may independently administer and process consultants who provide advisory services primarily or exclusively to them, in consultation with the academic relations staff and the NFAC Administrative Staff.

3. NFAC officers and components interested in using consultants should communicate with the Coordinator for Academic Relations for information and advice on the required procedures before commencing any other action, and should keep the Coordinator apprised of all contacts with prospective consultants and of meetings and other developments in relationships with current consultants.

4. A consultant is defined in part in [redacted] as an "individual with unusual or special skills, knowledge, or experience who is engaged to serve the Agency in an advisory capacity." All consultants must be approved by the DCI and hold Top Secret clearance. Members of NFAC advisory panels must be processed as consultants according to these provisions. Outside specialists needed to provide one-time or occasional advisory services at the Secret level or below may be processed according to the provisions in Section C below.

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5. The Coordinator for Academic Relations is responsible for assisting the Director, NFAC, in preparing the required annual report, during the month of July, of all consulting relationships.

B. CONTRACTS FOR EXTERNAL FOREIGN AFFAIRS RESEARCH

1. The Coordinator for Academic Relations and External Analytical Support must be informed about all foreign affairs external research projects sponsored by CIA. Such projects are defined, in part, as research programs and studies in the social and behavioral sciences dealing with international relations or with foreign areas and peoples, whether conducted in the US or abroad, classified and unclassified.

2. The Coordinator is responsible for assuring that all foreign affairs external research is performed in compliance with Presidential and NSC directives that require:

a. The State Department to review and clear all proposals for such research if at any stage the research may involve foreign travel or contact with foreign nationals in the US or abroad, or if the research could have adverse effects on US foreign relations;

- b. The State Department be informed of all research projects as defined in paragraph 1 within ten working days after the awarding of a contract or grant;
- c. The State Department be provided with three copies of the finished products of such research;
- d. Representatives of the Interagency Committee on Foreign Affairs Research (the Coordinator for Academic Relations is CIA's representative) supply the State Department with annual funding information on their agencies' programs, serve as facilitators of cooperative projects, and are otherwise available for consultation on matters of interagency cooperation.

3. Research proposals that may be construed to be within the scope of the definition in paragraph 1 above must be reported to the Coordinator for Academic Relations before contracts are awarded. Memoranda should include the title and description of the project, methodologies to be employed, the countries or regions covered, the names of the contractors and principal researchers, the estimated cost of the research, classification, and information about any discussions that may have been held about the project with US diplomatic missions. If the project involves field work abroad, details about when, where, and with whom should be included.

4. The Coordinator for Academic Relations will report such proposals to the Department of State as required, following approval by the AD-M, and will report the results of the review process to the AD-M and sponsoring officials.

5. NFAC offices, staffs, and National Intelligence Officers will report all other foreign affairs external research projects as defined in paragraph 1 to the Coordinator for Academic Relations within five working days after contracts have been approved. The Coordinator will be responsible for properly advising the Department of State, with AD-M concurrence.

6. Four copies of each completed research project as defined in paragraph 1 will be provided to the Coordinator.

C. INDEPENDENT CONTRACTORS FROM ACADEMIA

1. Office directors, staff chiefs, and NIOs approve other arrangements in NFAC in which a fee or other remuneration is paid for services rendered by individuals affiliated with academic

institutions. Guest speakers, persons providing *ad hoc* advisory services, and specialists under contract for research or other purposes are included.

2. Approvals by the Director of Personnel, and, when applicable, the Deputy Director for Administration and the Director of Security will be requested by memorandum in accordance with procedures described in [redacted]

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3. These memoranda require the concurrence of the AD-M, and should be routed through the Coordinator for Academic Relations, the NFAC Administrative Staff, and the NFAC Security Officer. They should include the names and academic affiliations of prospective independent contractors, an estimate of the total cost of a meeting, the place and purpose of the meeting, security clearances required and other relevant information.

4. The academic relations staff will provide advice about prospective independent contractors from the academic and private research communities and information about any previous services they may have provided NFAC components. It will also assist NFAC officers and components to arrange meetings with outside specialists on request.

5. The NFAC Security Officer will arrange for clearances when necessary and for access to Agency buildings.

D. ATTENDANCE AT ACADEMIC AND PROFESSIONAL MEETINGS

1. Office directors, staff chiefs, and National Intelligence Officers approve travel to and attendance at professional association meetings and other academic gatherings (conferences, conventions, seminars, symposia, etc.) in the US as *budget limitations permit*. The AD-M should be notified at least four weeks in advance of major conferences, or at least one week prior to meetings that allow less lead time. Memoranda (sample at Attachment A) should be routed through the NFAC Security Officer and the Coordinator for Academic Relations.

2. NFAC employees are encouraged to attend meetings of academic and professional organizations which will help to keep them abreast of developments in their fields. In approving attendance sponsored by the Agency, the following factors should be considered:

a. Repeated attendance at annual meetings. Some meetings are of value to an individual only once in several years. If this is the case, other individuals should be offered the opportunity to attend.

b. The number of NFAC personnel attending a conference should not be disproportionate in relation to the total number of attendees or the number of Agency personnel assigned to a specialty.

c. Membership. Does the individual show enough interest to be active or retain membership in the association sponsoring the conference?

d. Benefit to the Agency and to the individual as an Agency employee.

3. Memoranda to the AD-M concerning attendance at professional and academic meetings should include the following information: name, location, duration, and cost of attending the meeting; name, grade, and position of the person attending; and whether the person is a member of the sponsoring organization.

4. NFAC personnel whose attendance at such meetings is sponsored by the Agency are expected to identify their affiliation openly. Any exceptions should be noted and approval requested.

5. Attendance at international conferences must conform with HR 10-7d.

E. SPEAKING ENGAGEMENTS BEFORE ACADEMIC GROUPS

1. NFAC personnel are encouraged to accept invitations to make unclassified substantive presentations before academic audiences. Requests to do so will be submitted at least one month in advance to the AD-M for approval, and routed through the office director, staff chief, or National Intelligence Officer, the NFAC Security Officer, the Director of Security (Attn: OS/EAB), and the Coordinator for Academic Relations. An information copy will be provided to the Director of Public Affairs.

2. Memoranda (Attachment B) requesting approval to speak on campus and for travel and other expenses should include information about the time, place, sponsor, and other relevant information about the proposed appearance; identification of the academic point of contact; and an estimate of the total cost (if any) to the Agency. The text of the presentation should be included for review and approval prior to any distribution outside the Agency. If a presentation is to be extemporaneous, an outline or a description of the proposed talk should be included.

3. As a general rule, NFAC speakers will confine themselves to specific topics or areas in which they have substantive competence.

4. Presentations should be in response to requests initiated by academic institutions or faculty members. Agency regulations prohibit personnel from soliciting or initiating speaking engagements for themselves or other officers. Honoraria or other fees may not be accepted when a speaker appears in an official capacity.

5. There should be an explicit understanding between the NFAC officer and his academic contact about the subject matter of the presentation, the size and composition of the audience, and other ground rules. Presentations should be off the record, with no media coverage or special publicity. The optimum setting is the classroom, and, as a general rule, large scale gatherings open to the general public should be avoided.

F. REQUEST TO PRESENT A PAPER OR PARTICIPATE ON A PANEL

1. NFAC specialists are encouraged to participate as speakers, commentators, etc., on panels at meetings of academic and professional associations.

2. Procedures for requesting approval are the same as in Section E above. Memoranda should include information about the time, place, and nature of a meeting; the title, composition, and objective of the panel; the estimated total cost to the Agency of participation; and other relevant information. A copy of the paper should be included for review and approval prior to any distribution outside the Agency.

G. REQUESTS TO PUBLISH

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1. See [redacted]

2. In addition, an information copy of the memorandum requesting approval should be sent to the Academic Coordinator.

H. REQUESTS TO TEACH

NFAC officers wishing to teach courses at institutions of higher education should request AD-M approval and concurrence by the Coordinator for Academic Relations and the Office of Security at least a month in advance.

[redacted] STAT

Robert R. Bowie
Director,
National Foreign Assessment Center

Distribution "A" (1-6)

S A M P L E

ATTACHMENT A

MEMORANDUM FOR: Associate Director-Management, NFAC
THROUGH : Coordinator for Academic Relations, NFAC
SUBJECT : Agency Personnel Attending Professional Meetings/Conferences

The following is provided for your information:

Meeting/Conference:

Title:
Location:
Duration (Dates):
Cost:

Attendees(s):

Name:
Grade:
Position:
Identified as CIA:
Member:
Agency-sponsored:

/signed/

Office Director, NIO, Staff Chief

MEMORANDUM FOR: Associate Director-Management, NFAC

SUBJECT : Request to Speak Before a Group, Participate
as a Member of a Panel, or Orally Present
a Paper at an Academic or Professional
Meeting, etc.

I request approval to appear/participate/orally present a paper/
speak before a group, etc. Information about the time, place,
sponsor, and other relevant facts about the appearance; identification
of the academic point of contact; an estimate of the total cost (if
any) to the Agency, etc.

PERSON MAKING REQUEST
Area

Attachment:
Text of Talk (if applicable)

I have reviewed this _____
and found it to be unclassified.
/signed/ Immediate Supervisor

S A M P L E

SUBJECT: Request to Speak Before a Group

CONCUR:

Office Director

Date

Director of Security

Date

Coordinator for Academic Relations

Date

APPROVED:

Associate Director-Management, NFAC

Date

S A M P L E

SUBJECT: Request to Speak Before a Group

(Show office identification)

Distribution:

Original - Addressee and return to originator
1 - AD-M/NFAC
1 - D/OS
1 - NFAC/CAR
1 - Office Director
1 - A/DCI/PA
1 - NFAC Registry

UNCLASSIFIED INTERNAL
USE ONLY CONFIDENTIAL SECRET

Approved For Release 2004/08/30 : CIA-RDP81M00980R003000100042-2

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Request to Speak Before a Group, Orally Present a Paper, etc.

FROM:	Office Name Office Address	EXTENSION	NO.			
			DATE			
TO: (Officer designation, room number, and building)	RECEIVED FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)			
			1. Office Director Address			If this is mailed, it will take at least two weeks. If you wish to handcarry it (depending on circumstances, takes about 2-3 days), make the following notation and put a priority tag on it.
			2. NFAC/SO 2F28 Hqs			
			3. D/OS Attn: OS/EAB 4E33 Hqs			FOR HANDCARRY, PLEASE CALL
			4. NFAC/CAR 3E49 Hqs			at X- (Person's name)
			5. AD-M/NFAC 7E62 Hqs			
			6. Originating Office Address			The AD-M's secretary will mail the approved copies. Include an additional copy, addressed to Assistant to the Director, 1F04 Hqs, in the package, even though he is not included in the check-off routing.
			7.			
			8.			
			9.			
			10.			
			11.			
			12.			
			13.			
			14.			
15.						

FORM
3-62610 USE PREVIOUS
EDITIONS SECRET CONFIDENTIAL INTERNAL
USE ONLY UNCLASSIFIED

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